

Air Force Culture and Language Center (AFCLC)
CLTR201 Introduction To Culture (ITC) Course
Frequently Asked Questions (FAQ) File
Current as of 6 July 2012

Am I eligible to take this course?

Only enlisted members of the US Armed Forces (Active Duty, Air Reserve Component & Air National Guard) who are enrolled in the Community College of the Air Force (CCAF) program are eligible to take this course.

How much will this course cost me?

Nothing. There is no cost.

What kind of academic credit does this course provide?

This course provides 3 academic hours of social science credit. If you have already earned your CCAF social science credit, it can be applied to meet the CCAF program elective credit requirement.

Will this course fulfill a humanities requirement?

No. This course will only fulfill a Social Science or CCAF program elective requirement.

Will this course fulfill a residency requirement?

Yes. This course meets 3 hours of your CCAF residency requirement.

Will the academic credit I earn in this course be accepted at the college I'm attending?

That depends on the institution. Usually the school in question will require an official course number and course description be submitted to them for evaluation.

A number of our students have successfully submitted this course for academic credit at other universities. This is possible because Air University (AU) is accredited by the Southern Association of Colleges and Schools (SACS) and the Community College of the Air Force (CCAF) has determined the course has sufficient academic rigor to include on the transcript of your education record.

Where can I find the course title and the course description?

Here is the url for the CCAF Course Catalog: <http://www.au.af.mil/au/ccaf/publications.asp>

I've already completed my CCAF degree. Can I still take this course?

Yes.

Does the AFCLC offer any other courses which will meet CCAF academic requirements?

AFCLC also offers CLTR202 Introduction to Cross-Cultural Communication (CCC). It will also provide social science credit and is applicable to the CCAF program elective credit requirement. To get details about upcoming courses go to the following web site: <http://culture.af.mil/courses/>

I've never taken an "online" course before. What should I expect?

The course is delivered through a learning management system (LMS) called Blackboard. You will use a username and password to login to the LMS and access the course materials. Typically the course's academic modules consist of a 'core concepts' presentation, multimedia clips, required readings, assignments, and graded quizzes. There are 12 academic modules, each requiring about 4 hours of time to complete. There will be 2 exams (a mid-term and a final).

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Do I need to be online at a certain time of the day?

No. The course is asynchronous. There are no 'real time' interaction requirements.

Do I need a web cam?

No.

When will I be receiving my books/course materials?

There are no hard-copy materials. All course content is provided through the Blackboard LMS. However, you will need to have reliable access to the Internet for research purposes.

What's the difference between the Interactive and Flex versions of ITC?

The names of the different versions are indicative of the unique characteristics of each.

'Interactive' (MAFCLC001) is predicated on the benefit of interactions between the students and instructors as a positive, reinforcing learning experience. The Interactive course students submit their assignments via a discussion board and then respond to other student's posts. The quality and quantity of these interactions are factored into the student's final grade. The schedule is regimented.

'Flex' (MAFCLC002) is short for Flexible Schedule. The Flex course is a modified version of the Interactive course which gives students more flexibility to complete their work, take exams and prepare for the subsequent modules. The schedule is self-paced.

Do I have the option to switch from one version to the other during the course?

No. To switch from one version to another, you would have to disenroll from the current session and enroll in a later session.

What are the technological skills/requirements for me to participate in this online course?

- Ready access to a computer and the internet
- Reliable use of a 'non-.mil' e-mail address (gmail.af.mil does not meet this requirement)
- Adobe Acrobat Reader (the latest version is preferred)
- Capability to view Flash based video files in your computer's browser
- Capability to open, view, print, edit and submit documents in MS Office formats
- Completion of the Orientation module at the beginning of the course, which covers items such as posting and responding to discussion boards, downloading and uploading files, taking assessments (exams) online, and learning to navigate the course within the Blackboard learning management system.

When does the course start?

Details about upcoming courses are posted to the following web site:

<http://culture.af.mil/courses/>

Select 'Click here for more information on this course' under the ITC course.

How long is the course?

Details about upcoming courses are posted to the following web site:

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How do I sign up for this course?

You can apply for all AFCLC education courses through the AU Portal. Instructions are available through each courses' web page.

What is an registration/enrollment window?

The registration/enrollment window is the time period during which you can apply for a course.

What if I have to go on a short notice TDY or take emergency leave during the course?

If you cannot finish the course requirements by the last due date of the course, you will have to re-take the course in its entirety.

What if I have to disenroll from the course?

We encourage careful deliberation by students and expect them to commit to completing the course before enrolling. Every disenrollment represents a lost opportunity to another airman and a waste of Air Force resources. With that said, we understand sometimes it becomes impossible to continue meaningful participation in a course due to unforeseen circumstances.

When the situation warrants disenrollment, there are no adverse academic consequences. However, we will notify your supervisor/commander you have disenrolled from the course.

I previously enrolled in the course but had to disenroll. Can I enroll again?

Yes.

What happens if I fail the course?

If you earn a grade lower than 'C,' no academic information is reported to CCAF. So far as your academic record is concerned, it will be as if you never took the course.

I previously failed the course. Can I take it again?

Yes.

How long after the course ends will I get my grade?

You will be able to see your grade from within Blackboard. Depending on the version of the course you should see your final grade sometime within 2 weeks of the academic session's end.

How long will it take for my CCAF transcript to reflect the academic credit?

Final grades are transmitted to CCAF via the AU Registrar within 30 days of the end of the course. The academic credit should appear on your record within 60 days.

Will I receive a certificate?

Yes. A course completion certificate and official grade letter will be mailed to the address you provided in your AU Portal account.

How can I get a copy of my CCAF transcript?

Information regarding CCAF transcripts is available at the following website:

<http://www.au.af.mil/au/ccaf>

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Can I finish early?

Yes. The Flex course is self-paced. You can complete the course as quickly as you like.

If I finish earlier will the academic credit be added to my CCAF transcript earlier?

No. All student grades will be transmitted after the closing date of the academic session.

Self-Paced. Does that mean I can start whenever I want?

No. You cannot begin early. Also, you must login to Blackboard, access the course, and complete the pre-course activities within the first week of class or you will be considered a NO SHOW and someone else will be given your 'seat' in the class.

What if I'm on Leave during the beginning of the class?

This class is not part of your official duties. Your leave status doesn't affect your availability for this online course and isn't an excuse for being a NO SHOW.

What if I'm TDY or Deployed during the beginning of the class?

If you establish positive contact with the us via the AFCLC/ENROLL box and coordinate your absence before hand, we will attempt to preserve your seat in the course on a case-by-case basis.